



Becky Dawes  
Procurement Director

**Savannah River Research Campus  
Wastewater Treatment Plant Operations**

Aiken County Government is soliciting for environmental system operation on contract for the 30KGD extended aeration package wastewater treatment plant, 16-08-B, Wastewater Treatment Plant Operator. The selected contractor must meet the minimum qualifications listed in this bid and may be required to participate in an interview with County staff to determine the knowledge level or capability of the firm's staff. You may visit the site by appointment only. To make an appointment, call 803-652-7364. The times available are:

- Monday, November 9, 2015 from 10:00 a.m. till noon
- Tuesday, November 10, 2015 from 10:00 a.m. till noon
- Wednesday, November 11, 2015 from 10:00 a.m. till noon

Questions concerning this bid must be e-mailed to [procurement@aikencountysc.gov](mailto:procurement@aikencountysc.gov).

Phone calls will not be accepted. Q&A will be posted to our website:

<https://www.aikencountysc.gov/Depts/PRC/PRCmain.php>.

Aiken County Procurement will not be held responsible for notifying vendors of any addenda to a bid. These are posted to our website.

1. FACILITY NAME

Savannah River Research Campus WWTP

Extended aeration w/spray field application of effluent

2. PURPOSE The purpose of the contract shall be to provide continuous operation of the wastewater treatment plant and other pertinent functions set forth herein.

3. SCOPE OF CONTRACTOR DUTIES The contractor shall be responsible for:

- A. Employing, compensating and supervising all employees necessary to perform said duties;
- B. Ensure that such personnel are properly qualified and, when necessary, possess such licenses or certifications as may be required;
- C. Ensure compliance with all regulations of the State of South Carolina Department of Health and Environmental Control (SCDHEC) and U.S. Environmental Protection Agency (USEPA), and any/all agencies having jurisdiction, as may relate to operation of the facility;
- D. Conduct daily site visits;
- E. Provide all supplies required for usual testing and cleaning; and establishment and maintenance of all required records and data;

- F. Operate the facility in accordance with recognized best management practices generally applicable to wastewater treatment facilities;
  - G. Perform daily operation of the treatment plant to include visual inspection of the WWTP;
  - H. Perform daily process control and monitoring of treatment system in accordance with the applicable permit(s) to include:
    - 1. pH – Effluent (Outfall);
    - 2. D.O. – Effluent (Outfall);
    - 3. Record daily flow;
    - 4. Record all operational activities in log book;
    - 5. Adjust pH of activated sludge with sodium bicarbonate as needed to maintain permitted pH levels;
    - 6. Adjust aeration timers to maintain adequate activated sludge dissolved oxygen levels;
    - 7. Coordinate with SRRC to maintain proper retention times and discharge rates;
    - 8. Clean bar-screen and dispose of screenings;
    - 9. Ensure all tank gratings are in place;
    - 10. Skim primary and secondary clarifiers;
    - 11. Perform daily regulatory testing of field parameters in accordance with the NPDES permit;
    - 12. Ensure all diffusers are in working order;
    - 13. Maintain flow meter and appurtenances; and
    - 14. Maintain sufficient chemical inventory for plant operation.
  - I. Complete weekly operational activities to include:
    - 1. Perform inspection of aeration blower filters and clean as needed;
    - 2. Perform settleometer tests on activated sludge;
  - J. Complete monthly operational activities to include:
    - 1. Perform permit sampling as required by NPDES permit, preserve and transport to SC DHEC certified laboratory; and
    - 2. Prepare monthly DMR preparation for review and signature by SRRC agent.
4. INSURANCE Contract firm shall provide all insurance relative to its employees and warrants that at all times sufficient liability (\$1,000,000) and workmen's compensation insurance will be maintained for this purpose.
5. COMPLIANCE WITH REGULATORY AGENCIES Among the duties included in the contract is ensuring compliance with all standards imposed by state and federal regulatory

agencies, including advising of changes in such regulations that may require action. In the event of a failure by the contractor at any time to maintain such compliance, SRRC reserves the right, without in any way giving up or releasing other rights, to assume operation of the facility and to terminate the contract.

6. LABORATORY CERTIFICATION The contractor will have and maintain a valid South Carolina Department of Environmental Control Laboratory Certification for all required field parameters (Clean Water Act pH, temperature and dissolved oxygen).
7. OPERATOR VISITATION SCHEDULE
  - A. Operator visits (7) days per week (Monday through Sunday)
8. OPERATOR REQUIREMENTS
  - A. Possess a South Carolina Department of Labor, Licensing and Regulation Environmental Systems Operator License Level "A" which has been kept and maintained in good standing, with no suspension or cause for suspension, for five (5) years;
  - B. Calibrate, operate and maintain field pH and dissolved oxygen meters according to SCDHEC laboratory and maintain accurate records of the same;
  - C. Demonstrate ability to function as operator of record and possess at least five (5) years of experience as a lead operator; and
  - D. Possess a valid SC driver's license and automobile insurance.
9. ADDITIONAL REQUIREMENTS
  - A. Seed aeration basis with return activated sludge (RAS) as needed;
  - B. In cooperation with SRRC, schedule and coordinate sludge pump out of all process tanks in the fall of each year or as needed;
  - C. Review and interpret laboratory data and make necessary plant operational adjustments to maintain effluent quality within NPDES limits;
  - D. Assist SRRC management on technical issues related to short and long term maintenance issues to include:
    1. Provide written reports detailing emerging plant maintenance issues;
    2. Provide status reports on plant conditions that may adversely affect plant operations;
    3. Maintain adequate inventory of process control chemicals (i.e. chlorine tablets and sodium bicarbonate);
    4. Monitor spray field activities and ensure holding pond levels are maintained at a safe level (maintenance provided by SRRC);
    5. Maintain good housekeeping of plant and associated structures;

6. Adhere to OSHA confined space regulations;
7. Recommend additional laboratory testing as needed to diagnose plant process efficiency;
8. Hose down tank surfaces as needed;
9. Maintain chlorine contact chamber; and
10. Coordinate chlorine contact chamber cleanout with SRRC maintenance and assist if requested.

10. SERVICES PROVIDED BY SRRC

- A. Reimbursed cost of all chemicals;
- B. All line work, installation, connections and repairs;
- C. Payment for all utilities;
- D. Payment for all laboratory services (laboratory to be selected in accordance with Aiken County procurement ordinance);
- E. Cost of grass cutting; and
- F. Cost of maintenance with the exception of preventative maintenance.

11. CONTRACTOR RESPONSE/PRICING

- A. Monthly cost of first contract year: \_\_\_\_\_
- B. Monthly cost of first option year: \_\_\_\_\_
- C. Monthly cost of second option year: \_\_\_\_\_
- B. Monthly cost of third option year: \_\_\_\_\_
- B. Monthly cost of fourth option year: \_\_\_\_\_

12. PRIMARY LICENSE HOLDER INFORMATION

- A. Name: \_\_\_\_\_
- B. SC LLR biological wastewater certificate number: \_\_\_\_\_
- C. Years of experience in biological wastewater treatment: \_\_\_\_\_

13. SECONDARY LICENSE HOLDER INFORMATION (If applicable)

- A. Name: \_\_\_\_\_
- B. SC LLR biological wastewater certificate number: \_\_\_\_\_
- C. Years of experience in biological wastewater treatment: \_\_\_\_\_